

**REGULAR SESSION OF THE  
BRIGHAM CITY COUNCIL  
May 18, 2017**

PRESENT:	Tyler Vincent	Mayor
	DJ Bott	Councilmember ( <i>excused at 8:10 pm</i> )
	Alden Farr	Councilmember
	Ruth Jensen	Councilmember
	Tom Peterson	Councilmember
	Mark Thompson	Councilmember

ALSO PRESENT:	Joseph Bach	Fire Chief
	Rick Bosworth	Human Resource Manager
	Mary Kate Christensen	City Recorder
	Paul Larsen	Community Development Director
	Mike Nelsen	Police Chief
	Derek Oyler	Finance Manager
	Tyler Pugsley	Public Works Director
	Jason Roberts	City Administrator

Mayor Vincent called the meeting to order. The Reverence Period was given by Nick Loveland of the LDS Fifth Ward. The Pledge of Allegiance was recited.

**AGENDA**

**RECOGNITION OF EMPLOYEES**

New Hire, Public Works

**CONSENT**

Request to Write-Off Accounts Due to Bankruptcy or Being Sent to Collections  
Reappointment to Planning Commission

**PUBLIC HEARING**

Community Development Block Grant (CDBG) Second Public Hearing to Discuss the Project  
Determined to be Applied for in the CDBG Small Cities Program Year 2017  
Proposed Increase to 2016-17 Budget

**SCHEDULED DELEGATION**

Youth City Council Annual Report

**PUBLIC COMMENT**

**COUNCILMEMBER COMMENTS**

**CONSENT**

Request to Write-off Accounts Due to Bankruptcy or Being Sent to Collections  
Reappointment to Planning Commission

**NEW BUSINESS**

Proposal to Sell Property to Big J Milling & Elevator  
Proposed Amendments to the Employee Policy and Procedures Manual Chapter 9, Full-Time  
Employee Benefits, and Chapter 12, Compensation and Work Hours

**ADJOURN TO CLOSED SESSION**

**RECOGNITION OF EMPLOYEES**

**New Hire, Public Works**

Selleca Cummins was recently hired as a part-time Compost/Greenwaste Facility Laborer.

**CONSENT**

**Request to Write-Off Accounts Due to Bankruptcy or Being Sent to Collections**

A list of accounts totaling \$3,835.68 was presented to be removed from the City's system due to customer taking out bankruptcy or being sent to collections.

**Reappointment to Planning Commission**

It was recommended Reed Hancey be reappointed to the Planning Commission.

**MOTION:** A motion to approve the Consent Agenda was made by Councilmember Bott, seconded by Councilmember Jensen and unanimously carried.

**PUBLIC HEARING**

**Community Development Block Grant (CDBG) Second Public Hearing to Discuss the Project Determined to be Applied for in the CDBG Small Cities Program Year 2017**

Mr. Larsen came forward and explained that this public hearing is to allow all citizens to provide input concerning projects awarded under the 2017 Community Development Block Grant program. Brigham City has applied for funds to improve the Brigham City Senior Center which is on the BRAG regional Capital Improvement List. The application was successful in the regional rating and ranking process and Brigham City will receive \$162,404 to improve the electrical systems of the Senior Center.

A motion to open the public hearing was made by Councilmember Bott, seconded by Councilmember Peterson and unanimously carried. There were no comments from the public. A motion to close the public hearing was made by Councilmember Bott, seconded by Councilmember Peterson and unanimously carried.

**Proposed Increase to 2016-17 Budget**

Mr. Oyler approached the Council and proposed that an increase in the capital project fund be increased \$71,227. This increase includes \$10,598 for the golf course water system. This was budgeted in a prior year and the project was not completed, so this will roll that money forward to the 2016-17 budget. Other items from the capital project fund include:

- \$10,035 for the Comcast license renewal
- \$81,051 for an impact study
- \$5,000 for pedestrian lights at 700 South 600 East
- \$12,540 for the last payment for the McQuarrie fiber optic study
- \$24,904 for a new police vehicle to replace one that was totaled

From the general fund, he requested an increase of \$31,860 from the general fund fund balance to resurface the pool slide.

The City received \$4,180 from a TTAB Grant. He requested authorization to receive the money in revenue and allow expending it for new bleachers at the sports complex.

A motion to open the public hearing for the proposed increase to the budget was made by Councilmember Thompson, seconded by Councilmember Bott and unanimously carried.

DeAnna Hardy, County – Ms. Hardy said she is against Brigham City and the County taking federal money.

Julie Larsen, Brigham City – Ms. Larsen hoped that as Council goes through the budget they will look at all the rules that govern how municipalities are allowed to spend money. Also, how money is being

moved within the budget, make sure all the rules for government are being followed. She asked the Council to be mindful of those who do not have unlimited pockets and have needs just as great others in the community; for example, roads that need to be done.

### **SCHEDULED DELEGATION**

#### **Youth City Council Annual Report**

The YCC gave a presentation on their activities and services throughout the year.

- Raised \$15,000 for the United Way by assisting Malt-O-Meal fundraiser.
- They also did a food drive. They collected 2,000 pounds of food for the Box Elder Food Pantry. They received second place in the state.
- Replied to children's letters to Santa Claus and helped with Breakfast with Santa.
- Met with the County Recorder regarding the election process and set up a mock election.
- Put on a Senior Ball at the Senior Center.
- Designed and constructed the Brigham City booth at the County Fair.
- Placed flags on the headstones of veterans on Memorial Day.
- Assisted with the Peach Days Parade by passing out candy.
- Visited a care center on Valentine's Day and posted paper hearts on their door.
- Assisted with the Dam Donut Run at Mantua Reservoir.
- Attended a Leadership Conference at Utah State University.
- Assisted with the Meals on Wheels Bingo fundraiser.
- Assisted with the Heritage Arts Festival by doing the children's activities.
- Toured the new Hampton Inn.
- Toured the Corn Creepers in Corinne.

### **PUBLIC COMMENT**

Kevin Lane, Brigham City – Mr. Lane stated that he drives passed the new water bottling building every morning. He knows they have their Storm Water Pollution Prevent Program (SWPPP) permit. There should be a separate area where they wash out concrete. He has noticed that the trucks are in a different area all the time. He wondered if the drivers are going where they should be to wash out their trucks. He suggested having the MS4 inspector verify that they are washing them out in the right location.

DeAnna Hardy, County – Ms. Hardy discussed the gift of liberty.

### **COUNCILMEMBER COMMENTS**

Councilmember Thompson announced that 2019 will be the sesquicentennial of the driving of the golden spike. The museum will do a display to commemorate this event. There will be Plein Air Competition in the fall.

Councilmember Peterson attended the Sesquicentennial Play, the history of Brigham City. He thanked the committee that put this together.

Councilmember Jensen said the DVD of the Sesquicentennial Play will be available soon. Proceeds will go towards Meals on Wheels. She attended the Soap Dish Derby, which was well attended and was a big success. There are a lot of businesses that want to do it next year. Because it was a big success, they will do it again next year. She and other councilmembers attended the Police Annual Banquet.

Mayor Vincent also participated in the Sesquicentennial Play and the Soapbox Derby. He participated in the Sesquicentennial 5-K Run.

## NEW BUSINESS

### **Proposal to Sell Property to Big J Milling & Elevator**

Mr. Roberts came to the table and said a few months ago Big J Mill approached the City and said they were having difficulties with the location of their scale and needed an expanded scale to help with their operations. They asked if the City was interested in selling a piece of property by Watkins Park. It is less than a tenth of an acre. They would have to move the berm at the edge of the park. This would have a minimal effect on the storm drain because it is not moving very far. Big J is willing to pay to relocate the berm and any changes to the park, such as fencing and safety measures. The City will retain an easement for ease of getting equipment to the park.

**MOTION:** Councilmember Peterson made a motion to approve the sale of property to Big J Mill, seconded by Councilmember Bott. Voting was unanimously in favor.

### **Proposed Amendments to the Employee Policy and Procedures Manual Chapter 9, Full-Time Employee Benefits, and Chapter 12, Compensation and Work Hours**

Mr. Bosworth came forward and stated that these changes were approved by the Personnel Committee. Fulltime employees are allowed to carryover 240 hours. However, firefighters work 2,912 hours per year versus 2,080 hours for other employees. Therefore, it was recommended Chapter 9 be amended to increase the maximum carryover for fulltime firefighters from 240 to 360 hours to be more equivalent to the rest of the City.

Councilmember Peterson said he would like to see all fulltime employees be allowed to carryover 360 hours.

It was also recommended a change be made to Chapter 12 to compensate exempt employees at 1.5% when working special assignments, such as DUI shifts in the Police Department, if the wages are reimbursed to the City. A new section would also be added to Chapter 12 to clarify how employees would be compensated during company travel to ensure compliance with the Fair Labors Act.

**MOTION:** A motion to approve the recommended changes to the Employee Policy and Procedures Manual was made by Councilmember Peterson, seconded by Councilmember Thompson and carried unanimously.

## ADJOURN TO CLOSED SESSION

A motion to adjourn to a closed session to discuss the purchase, exchange or lease of property and pending or reasonably imminent litigation was made by Councilmember Thompson and seconded by Councilmember Peterson. A roll call vote was taken with all councilmembers voting aye. The meeting adjourned to a closed session at 8:50 p.m.

*The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the May 18, 2017 City Council Meeting.*

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Mary Kate Christensen  
Mary Kate Christensen, Recorder